

Approved For Release 2005/08/22 : CIA-RDP84B00890R000200020002-4
ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <i>D/OL</i>		
2.		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Jim,

*Please let me
share this award with
you.*

Harry

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

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5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
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NATIONAL FOREIGN ASSESSMENT CENTER

WASHINGTON, D. C. 20505

Director

8 May 1981

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT: Five-year Service Award

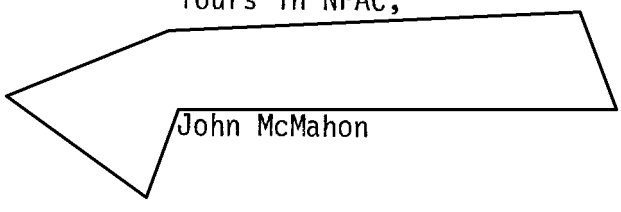
1. It is my pleasure to invite you, as the new Deputy Director for Administration, to join with members of the National Foreign Assessment Center in honoring the elevator out of service sign which has graced our premises so effectively during a five-year period.

2. It is indeed a tribute to the effectiveness of our maintenance program in this building that during the course of that five-year period this sign has stood vigilant over the number 14 elevator in the bank of elevators which were destined in their construction to service this directorate.

3. The ceremony will be held at 1200 hours, Monday, 11 May, and we would love to have you in attendance.

4. Short of that, however, you might consider having the elevator fixed and then, of course, this whole award process would go away.

Yours in NFAC,



John McMahon

STAT

**ELEVATOR
OUT
OF SERVICE**

**UNDER MAINTENANCE
TO INSURE
YOUR SAFETY**

USE NEAREST ELEVATOR



